



Setting the Default Open and Save As Location in Home Designer

Reference Number: **KB-00318**

Last Modified: **September 9, 2025**

This article also applies to the following legacy products:
Pro

QUESTION



When I am ready to save a file, I want it to default to the same location on my system every time, rather than to the last folder that was opened. How can I do this?

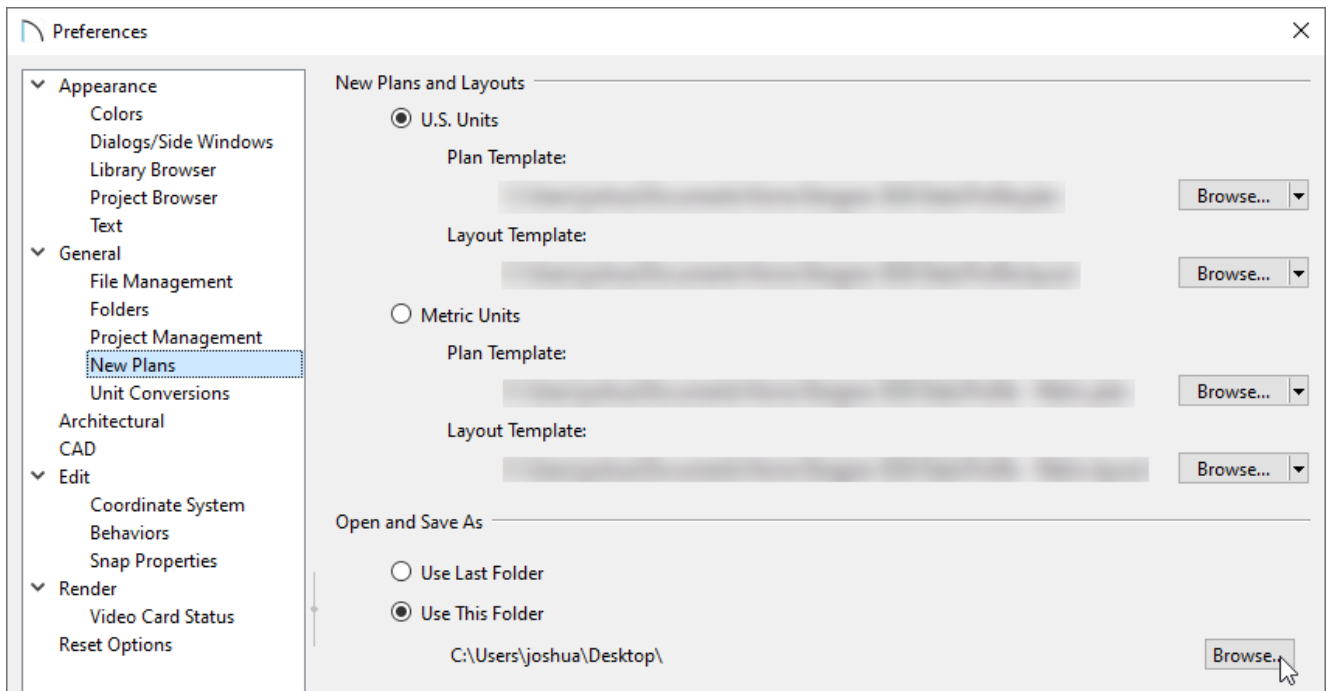
ANSWER

In Home Designer Pro and Home Designer 2026 and newer, it's possible to set a default file location that will open when you select the Open Plan/Layout tool, the Save As tool, or when saving a plan for the first time using Traditional File Management. It's also used when opening an unmanaged file using Project Management.

Note: If you're using Project Management in Home Designer 2026 and newer, files are typically accessed and managed directly within the program using the Project Browser. To learn more, please see the [Related Articles](#) section below.

To set the default file location

1. Navigate to **Edit> Preferences**  if you're on a Windows PC or **Home Designer> Preferences**  if you're on a Mac.
2. Click on the **NEW PLANS** panel, select the **Use This Folder** radio button, then click the **Browse** button to specify your desired file location.



3. Once the desired file location is set, click **OK** to confirm the change and close the dialog.

Related Articles

[📄 Enabling or Disabling Project Management \(/support/article/KB-03210/enabling-or-disabling-project-management.html\)](/support/article/KB-03210/enabling-or-disabling-project-management.html)

[📄 Working With the Project Browser Using Project Management \(/support/article/KB-03217/working-with-the-project-browser-using-project-management.html\)](/support/article/KB-03217/working-with-the-project-browser-using-project-management.html)